

Meeting notes

Lowestoft Photographic Club Community Project

Friday, Dec. 7th, 3:30 Hamilton House

Between the Lowestoft Photographic Club and Alice Taylor

6 members attended, to include club Chair John Burton.

These notes are written by Alice Taylor and are not true minutes, but a overview of the discussion.

Topics Discussed-

Introduction-

Opportunities in the town for supporting a major project recording "A Year in Lowestoft". New projects with the Heritage Actions Zone, the 3rd Crossing, Making Waves, etc. all are looking for community engagement at the grassroots level. The Lowestoft Photographic Club can be a guiding organisation that can bridge between these major civic, government run projects and the citizens of Lowestoft.

The goals of this project are-

Create a digital archive to store photos and display the work of photographers.

There will be a storage aspect of the photos for future historians to use and a present, public facing aspect of the archive as a website to display ongoing submissions.

To have a minimum of two public shows a year to display the top photos submitted as part of this project. The project website and public shows will be organised along themes, to be determined later.

Who owns the photo archive?

The group agreed the photos taken will be public domain. The goal of the project was to record Lowestoft for posterity at this point of great change in the town. Concern was raised that photos would be used for commercial, money-making enterprises and the photographer will lose control of the copyright. It was agreed that all photos would have a macro embedded in them with the photographer's details, copyright restrictions, etc. GDPR would need to be addressed.

Who will manage the archive?

The LPC will manage an online archive for the benefit of the town. They will screen photos for copyright restrictions, make sure that the paperwork has been filled out and submitted (Model releases, GDPR), and that photos are suitable for a public venue. Before any photo is uploaded it will have a macro embedded to cover all legal issues.

The online archive will be password protected with the club having access AND the Lowestoft Town Council having access. It is important that as individuals come and go that the archive passwords be shared to allow continuity of access.

The LPC will train new members and LTC staff to manage and access the archive as needed.

It is important that any online and public facing digital archives meet all GDPR, model release, and copyright standards.

Who will pay for the archive?

Presently, the cost of the website archives proposed by the LPC is £9/month. It is proposed that the cost be borne as part of an overall project grant request for a minimum of two years.

What will be public shows encompass?

There will be a minimum of two public shows a year.

Suggested dates are the week of June 21 and Dec. 21

Alice has talked briefly to Martin Halliday of the EA Train Station about using the new exhibition space and has had a positive response. This must be confirmed.

How will the shows be judged?

Once a project has been determined, the LPC will work with the sponsoring organisations to advertise the project, sort out entries and upload to the website. The printed entries for display and public consumption will be judged in a cooperative group of judges drawn from the community, the LPC and the sponsoring organisations.

Show logistics and funding.

The panels, signage, awards, etc. for the two shows will be paid for from a combination of grants from the sponsoring bodies. The LPC will coordinate with members to curate, hang, manage and take down the shows.

Other discussion points.

Safeguarding and working with children's groups.

Members of the LPC are aware of safeguarding issues that come with engaging with the public, therefore the club will not engage with any children or vulnerable adults individually, but only as an organisation meeting with approved adults in attendance. For example, if a Scout troop wishes to participate in a project, then the club will come to the scout meeting to discuss the project, but will not engage with any of the scouts outside of the approved and appropriate venues.

Accessing sites for photo shoots.

The club would like permission of the LTC to take photographs on its property. A letter of permission from the LTC for club members to have was discussed. Other areas, such as the

3rd crossing site, will be discussed as needed with appropriate managers, with full knowledge that some escorted site visits will need to be arranged.

The meeting concluded with the club going back to its members to determine-

- 1- Are they happy with the proposal so far? Any changes, etc?
- 2- What themes are they interested in?
- 3- Members are to come up with a suggested budget for the website, panels, etc. for two show in 2019.
- 4- Members are to come up with suggested model releases, GDPR releases, and a copyright statement.

In the meantime, funding groups will weigh in with any suggestions, concerns, etc. It was suggested by one that the club look a group in Ipswich who is doing this same type of project.

<https://www.photoeast.co.uk/>